

## **Privacy Policy**

Wynden Stark Limited (“we” and “us”) is committed to protecting and respecting your privacy. This policy, together with our terms of business and the forms we use for collecting data from you, sets out the basis upon which any personal data we collect from you, or that you provide to us, will be processed by us. The following sets out our views and practices, and you should read it carefully.

For the purposes of the Data Protection Act 1998 (the “Act”) the data controller is Wynden Stark Limited of Westminster Tower, London, SE1 7SP. The data controller is registered with the Information Commissioner number Z1866073 and the nominated representative for the purposes of the Act is Steven Talbot.

### **Disclosure of your information**

The work market in which we operate is international and communications are predominantly electronic. By providing information to us as a candidate for employment you expect and accept that we will process your data and transmit it to third parties. We will not, except with your prior consent, provide information to third parties that identifies you as an individual, for example by revealing your name or personal contact details. However, you acknowledge and accept that in the market in which we operate information that does not specifically identify you as an individual may be sufficient for a third party in that market to deduce your identity.

### **Your consents**

By submitting your information to us you:

Consent for the purposes of paragraph 1 of Schedule 2 to the Act to us processing your personal data (as defined in the Act).

Consent for the purposes of paragraph 1 of Schedule 3 to the Act to us processing your sensitive personal data (as defined in the Act).

Consent for the purposes of paragraph 1 of Schedule 4 to the Act to us transferring your information to a recipient outside the European Economic Area.

### **Information that we may collect about you**

We may collect and process information about you that you provide by completing on line forms on our website [www.g-q-r.com](http://www.g-q-r.com) and/or which you submit to us electronically through our site, information that you provide to us in interviews or over the telephone, information that you send to us in hard copy form and information that we may be given by referees or other third parties.